

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** John. R. White  
Edward "Earl" Maine  
Frank Sims  
Stephen Lowe  
Andy Puckett  
Joseph C. Straten  
David G. Anderson

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors reconvened Monday, March 14, 2016 at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. White, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Kristy Miller, Executive Assistant, and Amber Miller, Airport Secretary.

Mr. White called for approval of the Minutes of the Regular Meeting February 08, 2016.

Mr. Maine moved to approve the Minutes of February 08, 2016. Mr. Sims seconded the motion. The motion carried unanimously.

Mr. White called for the Financial Report.

Mr. Anderson gave the Financial Report.

Mr. White called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Discussion ensued.

Mr. White called for the Operations Committee Report.

Mr. Straten stated that the Operations Committee had not met.

Mr. Straten stated that the Ad-Hoc committee on Personnel Policy did meet with Kathy Johnson, Director of Human Resources with the County of Washington, Virginia. Ms. Johnson reviewed and commented on the current personnel policy.

Copies of the personnel policy with Ms. Johnson's comments was handed out to each Director for their review, to be discussed at the April meeting.

Mr. White called for the Development Committee Report.

Mr. Lowe stated that the Development Committee had not met.

Mr. Lowe informed the Board that five (5) quotes for the self-fueling system had been received, with the lowest quote being one hundred eight thousand dollars (\$108,000), not including site preparation. Given our current budget restraints, the self-fueling system is an item that can be considered again in the future.

Mr. White called for Unfinished Business.

Mr. Hines stated that he and Mr. Anderson attended the Budget meeting at the county on Thursday, March 10, 2016. Mr. Hines said that there will be a second Budget meeting at the county on Wednesday, March 16, 2016 at 6:30 p.m., if any of the Board members were interested in attending.

Discussion ensued.

Mr. White called for New Business.

Mr. Puckett provided the Board with the proposed marketing plan.

Discussion ensued.

Mr. Lowe moved to approve the marketing plan as presented. Mr. Anderson seconded the motion. The motion carried unanimously.

Mr. Maine inquired about getting aerial photos of before and after the S.R. 611 project. Mr. Hines stated that we would work on getting those photos.

Mr. White called for Public comments.

None

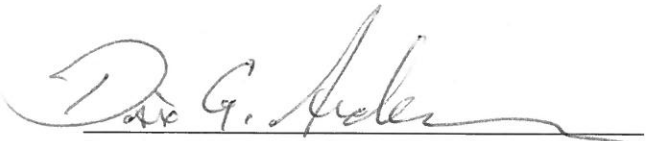
Mr. Elliott read the motion of the Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia 2.2-3711 A.1, A.3, A.7 for the purpose of discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body; discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Mr. Lowe moved to conduct a Closed Session in accordance with the items that was stated by Mr. Elliott. Mr. Maine seconded the motion. The motion carried unanimously.

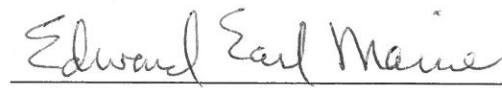
Following the Closed Session, the Board immediately reconvened its Open Session and the Authority's Attorney, Mr. Elliott took a roll call vote stating that no matter that was discussed in Closed Session other than that were included in the motion to go into Closed Session and no other votes were taken in Closed Session other than to go out of Closed Session.

John White - I so certify  
Edward "Earl" Maine - I so Certify  
Frank Sims - I so certify  
Stephen Lowe - I so certify  
Andy Puckett - I so certify  
Joseph C. Straten - I so certify  
David Anderson - I so certify

Mr. Lowe moved to adjourn. Mr. Maine seconded the motion. The motion carried unanimously. The meeting recessed at 8:45 P.M.



David Anderson, Secretary



Edward "Earl" Maine, Vice Chairman